

Ken Wright – Mayor Dennis Shortal – City Council Post 1 Adrian Bosner - City Council Post 2 Tom Taylor - City Council Post 3 Robert Wittenstein - City Council Post 4 Danny Ross - City Council Post 5 John Heneghan - City Council Post 6

> Warren Hutmacher – City Manager Brian Anderson – City Attorney

How to Transfer a Building Permit from DeKalb County to the City of Dunwoody

DeKalb County is no longer doing inspections for any development projects within the new city limits of Dunwoody. Transferring your building permit is important to you because this will allow you to have your job inspected and avoid costly stop work orders or unnecessary delays.

You will need:

- 1. One stamped approved set of construction plans from DeKalb County.
- 2. One copy of the original building permit issued by DeKalb County.
- 3. One copy of all subcontractor affidavits or subcontractor permits as applicable.
- 4. Copies of all licenses or originals for this office to copy.
- 5. One copy of your DeKalb County permit card.
- 6. The City of Dunwoody building permit form filled out.

Bring these forms to the City of Dunwoody Community Development office at:

The Pointe 400 Northridge Road Suite 1250 Atlanta, GA 30350

The City of Dunwoody will then issue a new permit number in our system.

There is no charge for obtaining this "transfer permit".